

Battle Ground Town Council

Meeting Minutes, June 8, 2020

This meeting was held using ZOOM.us teleconference. Though the teleconference style communication required some variance in discussion, the decisions are represented in agenda order.

Attending, President James Miller, Councilors Matt Coppock, Steve Hahn, Greg Jones, Mary Jo Totten, Attorney Eric Burns, Town Supervisor Ron Holladay, Town Marshal Jerry Burk, Clerk Treasurer Georgia Jones.

Guests logged in: Shawn Walker, Tim Beyer, David Bisher, Bill Jones, Joe Kline, Steve Egly, Dave Buck, Colin Sullivan, Colin Dale.

Council President James Miller called the meeting to order. There is one addition to the agenda to discuss the vacant lot on South Winans Street.

Contracted Services

Butler, Fairman and Seufert

Three bids were timely received for the resurfacing of County Road 600N. Sealed envelopes were witness by Town Marshal Jerry Burk and opened by Clerk-Treasurer Georgia Jones. Base bid responses are as follows:

Midwest Paving LLC	\$607,959.11
Rieth-Riley Construction Company, Inc.	\$514,650.00
Milestone Contractors, LP	\$563,720.35

Motion by Mary Jo Totten to take all bids under advisement pending review for compliance with specifications. Second of Matt Coppock, motion carried with unanimous vote. Dave Buck will provide a summary by June 12. A special meeting is called June 15, 2020 at 6:00 p.m. to accept one bid.

The development guide was discussed with regard to utility specifications and ordinances that will be included. Fire Chief Dave Bisher and Town Marshal Jerry Burk were invited to review the guide for their areas.

The council discussed with BFS the options for reducing the service load on the Hawks Nest main. Increased capacity from Hawks Nest to the plant is necessary and should be accomplished before the planned replacement of Hawks Nest lift station. Stormwater inflow and ground water infiltration is causing a problem with flow volume that exceeds the force main/pump capacity. It is not easy to locate all the sources to reduce the volume. Ron Holladay has discussed with a representative from Covalen their recommendations and analysis of potential installations, most likely a second force main in the same easement. Purchasing new easement would add to costs.

Motion by Mary Jo Totten to approve a task order with BFS for preliminary engineering to determine a best route and potential cost to increase the capacity of the Hawks Nest force main from the lift station to the waste treatment plant. Second of Steve Hahn, motion carried with unanimous vote.

A report of sidewalks and trails planning was provided to the council by Doug Poad from Area Plan Commission. It will be shared with Dave Buck and Colin Dale for their input regarding trail options for Battle Ground.

Town Attorney

Golf Carts - Eric Burns reviewed the proposed ordinance addressing use of golf carts on town streets. State law prohibits carts on streets unless a local entity specifically allows it. After discussion it was determined that travel prohibited on sections of Prophet Street and Prophets Rock Road should be extended from Jewett Street intersection to also include College Street.

Motion by Mary Jo Totten to approve Ordinance 2020-584 Golf Cart Ordinance with one amendment, changing in paragraph 3B the word "Jewett" to "College". Second of Matt Coppock. After roll call vote, the ordinance passed 4-1 for the ordinance and amendment, with Greg Jones voting Nay. He does not believe carts used locally will have the lights and safety features required in the ordinance.

Mutual support agreement – Council considered the options presented by their attorney to create a meaningful agreement of mutual support between the town council and the Conservancy. An Interlocal Agreement is one possibility which is durable, flexible, and is detailed in its definition similar to a corporation. It creates a new entity and meetings are subject to open-door requirements.

Another less cumbersome agreement would be a Memorandum of Understanding (MOU), which would formalize certain accepted practices and shared expenses without creating a new public entity. The concept was discussed and Burns recommended a business plan that specifies the agreements. General agreement for the MOU but no motion at this time.

Eric Burns left the meeting at this point.

Minutes

Motion by Steve Hahn to approve minutes of the May 11 meeting, with second of Matt Coppock. Motion carried by unanimous vote.

Clerk-Treasurer

Motion by Steve Hahn to approve the register of claims May 12 to June 8, 2020. Second of Matt Coppock, motion carried by unanimous vote.

The planning process to set the 2021 budget has begun. Any major changes to expenditures should be determined fairly soon to reflect in the appropriations. The budget will be advertised in September and adopted in October.

Police

Memorial Weekend protests - The department had no local issues related to the Black Lives Matter protests. Residents volunteered for Community policing. They were not needed this time.

Trailer parking at a residence - There was a request to park a 14' enclosed trailer at a residence on Tomahawk Lane. There is no view obstruction and the property owner confirmed the lawn will be trimmed. If there is any change in ordinance that affects this, the property owner will be notified.

Speeding on Jefferson Street - Multiple complaints about speeding on Jefferson Street prompted a suggestion to put a stop sign where Railroad Street intersects with Jefferson at the crossing. Steve Hahn confirms personal experience with traffic speeding in that area. Dave Buck mentioned the obligation for compliance with the highway manual regarding traffic sign placement, to avoid potential lawsuit. "Stepping" the speed limit or posting a warning sign of approaching speed control area are both manageable at the local level. More study is needed, no action was taken.

New employee – a new deputy will join the department in June.

Utilities and Street Department

Catch Basin – A catch basin in Hawks Nest was rebuilt to operate correctly. A contractor had damaged it at some point and it finally failed. Stormwater catch basins will be treated with chemical during the summer to reduce mosquito population.

The final road salt order on the 2019 contract was placed. The 2020 order will be maximum 125 tons.

Compost area continues to be busy. Not everyone separates limbs for the chipper from brush and grass clippings. Some rotted wood was found this week. This is time-consuming to correct.

Sampling head failed – Rebuilding a sampling head at the treatment plant would be nearly as expensive as a new head. General agreement that it is cost-effective to purchase the new head.

Tomahawk Repairs – James Miller asked for photos of the sewer damage, repairs and finish grading at 103 Tomahawk street to document the damage that was found and repairs made to the tap.

Tap request - Ron Holladay reported a request for sewage tap-on from a residence on 650 N near Woods Edge. He also heard that Woods Edge is planning to add more units in that community. Greg Jones will follow up with Area Plan for any requests.

Ron is part of a steering committee responding to IDEM regarding new Storm Water regulations.

Ron will be on vacation June 12-16.

Area Plan – no report at this time.

Committees

Transportation – addressed in bid opening

Public Relations / Communication – deferred to June 15

Strategic Planning – addressed in Contracted Services

Citizen Advisory Groups – deferred to June 15

Old Business – most items were deferred to June 15

Waste Treatment Master Plan – addressed in Contracted Services

Golf cart ordinance – addressed by town attorney

BG Development Guide – addressed in Contracted Services

New Business

Vacant lot transfer - Fire Chief Dave Bisher asked the Council if they would consider transferring a vacant lot for use by the fire department, the township would take possession of the space for additional parking and other needs of the township.

Motion by Matt Coppock to transfer the vacant lot adjacent to the fire station, to Tippecanoe Township. Second of Steve Hahn, motion carried by unanimous vote.

The town council will pass a resolution approving the transfer and Tippecanoe Township will need to pass a resolution accepting the property. Eric Burns will create the documents needed.

Future meeting - If the governor extends the health emergency past July 4, the council may have another ZOOM meeting. If not extended, at least three council will need to meet physically to transact business.

Guest Comment – none received

Motion to adjourn 8:02 p.m. by Matt Coppock

Georgia Jones, Clerk Treasurer

James Miller, Council President